DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
DIVISION OF CODES AND STANDARDS
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NOTICE OF FUNDING AVAILABILITY (NOFA)

Code Enforcement Incentive Program

October 18, 2000

The Division of Codes and Standards of the Department of Housing and Community Development (HCD) is pleased to announce the availability of $2,500,000 in funding for building code enforcement assistance grants under the Department's Code Enforcement Incentive Program (CEIP).

Purpose

CEIP is a new program whose aim is to make funds available as matching grants to cities, counties, and cities and counties to increase staffing dedicated to local building code enforcement efforts. Funds may be used to supplement, but shall not supplant, existing local funding for code enforcement related to housing code maintenance. Applicants shall demonstrate an intent to ensure cooperative and effective working relationships between code enforcement officials and local prosecutorial agencies, the local health department, and local government housing rehabilitation financing agencies.

AB 2867 (Chapter 82 of the Statutes of 2000) as amended by AB 1382 (Lowenthal) establishes CEIP (Chapter 8, commencing with section 17998 to Part 1.5 of Division 13 of the Health and Safety Code, relating to housing). The applicable provisions of Health and Safety Code commencing with section 17998 will govern this NOFA and any funded commitments awarded hereunder. Pursuant to Health and Safety Code Section 17998.1 there will be no program regulations. In lieu thereof, this NOFA and its application forms will serve as guidelines for the commitment and use of funds as provided herein. Complete threshold requirements, rating and ranking criteria and match requirements will be set forth in the application process document.

Program Summary

CEIP will provide matching grants to eligible applicants in order to increase staffing dedicated to local building code enforcement. Frequently there is insufficient funding at the local level for the abatement of violations through timely and coordinated administrative or judicial process. It is believed that timely code enforcement is necessary in order to preserve affordable housing that could otherwise be lost through closure or demolition and to avoid displacement of owners and residents. HCD will award the code enforcement grants on a competitive basis. CEIP staff will review all applications for grants for completeness and compliance with the CEIP statute. Applications will then be rated and ranked based on criteria described above.

Applicant Eligibility

- The applicant must be a city, county, or city and county.

- All documents attesting to the applicant's legal status must be current.

Project Eligibility

- The project must supplement, but shall not supplant, existing local funding for code enforcement related to housing code maintenance.

- The proposal must identify, in general terms, the nature, source, and timing of the matching funds or resources.

Grant Amounts

- Maximum grant to a single recipient shall not exceed one million dollars ($1,000,000).

- Minimum grant to a single recipient shall not be less than one hundred and fifty thousand dollars ($150,000).

Eligible Uses of Funds

- The grant funding must be used to increase staffing dedicated to local building code enforcement efforts, including program costs related to the increased staffing.

- The funding must be in addition to the city, county, or city and county existing funding for code enforcement, including program costs related to the increased staffing.

- The city, county, or city and county must provide cash or in-kind local match of at least 25 percent of the total annual program cost during the first year, at least 50 percent of the total annual program cost during the second year, and at least 75 percent of the total annual program cost during the third year.

Grant Terms and Limits

- Grants will be made for a term of three years.

- Grants will be subject to conditions set forth in a Standard Agreement (Contract).

Rating and Ranking of Applications

All applications that are eligible, complete and meet all the threshold requirements will be rated and ranked according to the following criteria. Additional detail is available in the application package describing the relative weights assigned to each criteria.

Criteria	**Maximum Points**

1. Identify one or more neighborhoods populated by high percentages of lower income households with significant numbers of deteriorating housing stock containing reported or suspected housing code violations, often owned by absentee owners. (NOTE: information may be derived from documents used for other purposes, such as the federal Consolidated Plan, housing element, or funding requests; sources of information [e.g., 1990 Census] and terms' definitions [e.g., "deteriorated"] should be identified.)   **75**

2. Identify the increased staffing in building, health, prosecutorial or other agencies dedicated to local building code enforcement using both the State grant funds and local matching resources.   **50**

3. Propose a plan to identify and prosecute owners with habitual, repeated, multiple code violations that have remained unabated beyond the period required for abatement with evidence of a cooperative and working relationship between other agencies.   **50**

4. Demonstrate a cooperative working relationship with local government housing rehabilitation financing agencies, including financing availability, staff resources, and willingness to finance affordable rental housing rehabilitation and repairs which includes assistance to owners and prevention or mitigation of resident displacement.   **100**

5. Demonstrate, for any department providing match which represents an increase in a current level of staffing or other resources committed to code enforcement, local intent to provide the required match, and if applicable, to increase local funding each year of the grant period for continued code enforcement activity.   **50**

6. Demonstrate consistency of the proposed code enforcement assistance program with local specific or general plans, including the housing element, consolidated plan and federal housing plans.   **25**

7. The application must propose a "program" which includes one or more activities which can be measured to indicate the success of the program and which may be replicable in other jurisdictions.   **150**

TOTAL POINTS AVAILABLE: **500**

Application Request

Applications must be on forms provided by HCD. Applicants may write or call for an application package at the address or telephone number listed below, or by email at mailto:Jmaynard@hcd.ca.gov or mailto:Bharward@hcd.ca.gov. A completed application must be received by HCD, no later than 5:00 p.m. on Monday, December 18, 2000. No facsimiles will be accepted. It is anticipated that funding announcements will be made in January of 2001.

U.S. Mail	***Private Carrier***
Brad Harward; or, Jo Maynard	Brad Harward; or, Jo Maynard
Department of Housing and Community Development	Department of Housing and Community Development
Code Enforcement Incentive Program	Code Enforcement Incentive Program
P.O. Box 1407	1800 Third Street, Suite 260
Sacramento, CA 95812-1407	Sacramento, CA 95814
Phone Number (916) 445-9471	

Legal Information

The Department of Housing and Community Development (HCD) reserves the right, at its sole discretion, to suspend or amend the provisions of this NOFA. If such an action occurs, HCD will notify all interested parties. Applicants are urged to carefully review this NOFA, the application documents and Chapter 8, commencing with section 17998 to Part 1.5 of Division 13 of the Health and Safety Code before submitting applications.

Information And Assistance

Staff is available to answer questions regarding the program or the submitting of the application and attachments. Please call either Brad Harward or Jo Maynard for assistance or additional information at (916) 445-9471.

Thank you for your interest in the Code Enforcement Incentive Program.

Sincerely yours,

Norman Sorenson
Deputy Director